

From: Pihl, Kyle <KPihl@everettsd.org>
Sent: Monday, April 19, 2021 8:12 AM
To: JHS.MailList <JHS.MailList@everettsd.org>
Subject: Tech Tips for Concurrent Teaching

Hi all,

We all know the golden rule of teaching with tech.... Sometimes the tech stuff fails. Here are some quick tips to keep in mind as we change things up and bring kids back on campus and put our wireless networks to the test:

A. HELPFUL HOTKEY for display settings: If your projector or computer is not interacting the way you want, the fastest fix may be to change your display settings quickly by holding down the **Windows button** (bottom left of your keyboard with the Windows logo on it) and **then the letter “p”** to move down through the options.

1. This will allow you to quickly change your display settings from the four options of:
 - a. **PC Screen Only:** Show only your Monitor #1 (should be your main monitor on your new setup by default; you can change this by going down to the next point below if it isn't)
 - b. **Duplicate:** Shows the same thing on both your main monitor and the projector.
 - c. **Extend:** “Connects” screens 1 and 2. You can drag windows onto your projector from your main monitor.
 - d. **Second Screen Only:** Shows only your projector and blanks out your monitor (you should avoid this one). If you get stuck with your projector only and your computer screen appears blank, Windows+p will still work to fix your problem.
2. You can also just right-click your desktop, then hit “display settings,” then mess around with stuff in that menu—it is just slower. You can drag your screens around when you are “extending” to change which way you move the mouse to get to that screen.

B. How do I do this concurrent stuff?

1. Hey.... I'm figuring it out too. No judgment either direction.
2. One option is to “extend” your screen (see above). Drag whatever you want kids to see over to your projector so kids can see it in person.
 - a. When you “Share Screen,” select the entirety of Screen 2, not just the window you want kids to see. Now kids on Zoom can see what kids in your class see anything you move over to the projector, just like kids in class can.
 - b. **Be careful about mic feedback.** You may/will likely need to have kids mute their mics and speakers in person unless you get creative with headphones. Figuring out how to have different discussions in breakout rooms, for example, may be a challenge for this reason. Let me know how it goes!
3. Further troubleshooting with District Resources:
https://everettsd.instructure.com/courses/9892/pages/concurrent-overview?module_item_id=2290498

C. Don't email JHS.MailList if/when your Canvas/Zoom/etc. stops working.

1. Why?
 - a. Lance has said approximately 42 times not to.
 - b. We are paying district tech folks for a reason, and you may be delaying getting the help that you need that only they can provide when you write a panic email instead of calling them.
 - c. LMS emails when there is a larger issue anyway.
2. Instead:
 - a. **Urgent issues:** Call the Tech Help Desk at: **425-385-4357 <--- 385-HELP**
 - b. **Non-Urgent Issues:** [Help Ticket](#) for non-urgent problems.

- c. **Hardware Problems:** [Keith](#) is our on-site tech wizard.
- d. **How to implement what is in my room?** Discuss with tech savvy peers in your departments or [Gail/Kyle M./me](#).

All the best! You got this!

Kyle Pihl
Math Teacher - Jackson HS
kpihl@everettsd.org